



Public Infrastructure and Conservation

Deb Bell

Council Initiated:

Yes

No

ECAF: 2024-0931

Motion: 24-356

Type:

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

Requested Handling:

- Normal
- Expedite
- Urgent

Fund Source:

- General Fund
- Other
- N/A

Executive Rec:

- Approve
- Do Not Approve
- N/A

Approved as to

Form:

- Yes
- No
- N/A

Subject: Software as a Services Agreement with OQPoint, LLC.

Scope: The proposed agreement is for a turn-key software solution for an electronic reservation management system, to be used by the Department of Natural Resources and Conservation. This software will allow for the public to reserve facilities such as yurts, shelters, campsites, and conference rooms. The software will allow the County to modify reservations, cancel reservations, refund reservations, discount, set and adjust business rules, create, and adjust user accounts, set and adjust fees and taxes, block dates, add or modify sites, locations, room rentals, ball fields and centers.

Duration: The Agreement shall be effective upon execution and shall terminate five (5) years from the execution. The Agreement may be extended in three-year terms.

Fiscal Impact: Current Year Multi-Year N/A

Appropriation exists in the DCNR budget for implementation. Anticipated costs for ongoing maintenance will be added included in the 2025/2026 budget.

Expend	2024	2025	2026	2027	2028	Total
002.5096804101 DCNR Professional Services	\$101,353	\$0	\$0	\$0	\$0	\$101,353
002.5096804801 DCNR Maintenance	\$17,112.10	\$17,112.10	\$17,112.10	\$17,112.10	\$17,112.10	\$85,560.50
002.5096804801 DCNR Maintenance	Est. \$15,000	Est. \$15,000	Est. \$15,000	Est. \$15,000	Est. \$15,000	NTE \$75,000
Total	\$133,465.10	\$32,112.10	\$32,112.10	\$32,112.10	\$32,112.10	\$261,913.50

Authority Granted: Approve and authorize the County Executive to execute the Software as a Service (SaaS) Agreement for a reservation management system, and associated amendments between Snohomish County and OQPoint, LLC., SCC 3.04.140(8).

Background: The County published RFP-23-009TB-S to solicit proposals for a new electronic reservation management system. OQPoint’s Camava system was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to provide the reservation management system for the Counties wide variety of reservable sites and activities available to the public.

The cost for services, including initial implementation, licenses and maintenance is not to exceed \$26,913.50, plus applicable sales tax.

Action Requested: For Council to move the motion to GLS on September 4, 2024, for consideration, as the contract is requested to be expedited.